



Local Technical
Assistance
Program

WSDOT Highways & Local Programs and the LTAP Center present:

Preparing Your ECS for NEPA Approval

Cost: Free

Time: 9:00 a.m. to 4:00 p.m.

Class Size: Minimum 12, Maximum 40

Locations: Classes are offered throughout the state

Instructors: Highways & Local Program Environmental Office Staff

Target Audience

Local agency staff and consultants who are responsible for preparing environmental documentation for Federal Highway Administration (FHWA) funded projects.

Course Description

This course will provide a basic overview of the **National Environmental Policy Act (NEPA)** and a step-by-step explanation of the process and documentation requirements of the **Environmental Classification Summary (ECS)**. Participants will learn about the triggers for analysis of each of the environmental disciplines and the appropriate level of documentation necessary to obtain approval by FHWA.

Course Objectives

Upon completion of this course attendees will be able to:

- Determine the appropriate NEPA classification for a project.
- Complete an Environmental Classification Summary following the correct environmental procedures.
- Document environmental commitments and conditions in order to facilitate project review and approval.

Instructors

WSDOT Highways & Local Programs (H&LP) Staff

Bill Leonard, Environmental Policy Branch Manager

Trevin Taylor, Environmental Engineer

Stacie Kelsey, Environmental Engineer

Trent de Boer, Archaeologist

5 Reasons You Should Take “Preparing Your ECS for NEPA Approval”

This course is important to you for the following reasons:

1. This course will give students the tools necessary to prepare an Environmental Classification Summary (ECS). The ECS form is used by local agencies to support National Environmental Policy Act (NEPA) documented categorical exclusion (DCE) projects. This course will walk participants through each section of the ECS and outline each environmental requirement and process procedures.



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2. This course will focus on NEPA DCEs which represent the largest percentage of H&LP projects. This course will provide an overview of each section of the ECS and the initial steps to take in developing the documentation. The course provides only a cursory overview of Environmental Assessments and Environmental Impact Statements as these types of projects only represent a small portion of H&LP's projects.
3. Staff at H&LP have continued to revise the training curriculum for the course. Currently, it represents a good cookbook for navigating through the ECS document. The course material provides additional information on the requirements associated with each environmental consideration, the process and procedures for ensuring compliance, examples of report content, and common pitfalls to avoid.
4. While this course will follow a set agenda, it is structured to be informal and allow time for questions and answers to drive the bulk of the discussion. The intent of the course is to assist you in your future environmental compliance efforts. As such, the objective is to ensure that participants leave the course with their questions answered.
5. Environmental considerations are very dynamic. The course offers the opportunity to catch up on and learn about the latest regulatory and process changes. The forum also offers an opportunity for participants to share their experiences in completing environmental documentation and to discuss related issues and concerns.

Registration

Please register on-line using this link: [On-line Registration](http://eefmapps.wsdot.wa.gov/fmi/xsl/LTAPTraining/default.xsl). Or key this web address into your browser: <http://eefmapps.wsdot.wa.gov/fmi/xsl/LTAPTraining/default.xsl>

Fill in the requested information, select your class from the list, then press "Submit." You will receive an e-mail notification of registration with driving directions to the training site when we process your request. If you do not receive this e-mail notification within a day or two, you may not be registered and should contact us by phone.

Confirmation letters are mailed three weeks prior to the class. If you are unable to attend, someone else from your agency may attend in your place.

Questions?

For course content: Stacie Kelsey, KelseyS@wsdot.wa.gov, (360) 705-7376.

All other questions, registration assistance, cancellations Judy McDonald, McdonJT@wsdot.wa.gov, (360) 705-7355.

(Disability accommodations provided upon request.)

Visit the

Washington State LTAP Center's Web Page

<http://www.wsdot.wa.gov/localprograms/ltap/>



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